

STATE OF DELAWARE  
DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL

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ON-SITE SYSTEMS ADVISORY BOARD  
89 Kings Highway, Dover, DE 19901  
(302) 739-9948

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**Monthly Meeting Minutes**  
*November 1, 2017*

**Members Present:** Ken Walsh, Scott Eichholz, Tom Ryan, Bruce Bagley, Carol Evans, Matt Brill

**Also Present:** DNREC staff: Dawn Dryden, Jason Baumgartner

- ❖ Meeting began at 9:20 a.m.
- ❖ Carol made a motion to accept the amended agenda items; Matt seconded, all agreed.
- ❖ October 4, 2017 Meeting Minutes reviewed; Tom made a motion to approve; Bruce seconded, all agreed.
- ❖ Tom made a motion to move William Eddie Gill up on the agenda, Matt seconded, all agreed.
- ❖ William Eddie Gill (Class E #4386) - Mr. Gill entered meeting at 9:15 am; Ken introduced all members; Scott explained reasoning for requested appearance; Scott discussed the Manager's Warnings issued for (1) property located at 358 Old Baltimore Pike, Newark, permit #235160 for failure to submit a completion report within 10 days; (2) property located at 15 Dailey Drive, Felton, permit #235076, for failure to comply with the regulations; (3) property located at 349 Blaine Drive, Felton, permit #235231, for failure to comply with regulations; Scott also explained a new enforcement concern with property located at 706 Willow Grove Road, Felton, permit #235240, for failing to obtain an authorization number prior to installation; Mr. Gill confirmed that he did not call for the authorization; Mr. Gill explained that in the past he could move a system, and would do an as-built; not a pre-approved as-built which is now required and explained that he needs to learn this process; Mr. Gill also stated that he has learned his lesson and needs to hire someone as a Manager/office manager to ensure his paperwork is complete; Mr. Gill explained that he feels pressure from property owners and realtors; Ken read license summary report indicating that Mr. Gill has received eight (8) Manager's Warnings and had been invited to attend three (3) OSSAB meetings since 2009; Ken explained the importance and severity of these violations and also suggested that Mr. Gill visit the site prior to taking his crew to the site to begin installation; Mr. Gill stated that he did not prioritize his paperwork but plans to meet deadlines; Jason explained to Mr. Gill

that he entered into service contract in 2015 but as of this time still has not called GDS for an inspection; Matt stated that it appears that Mr. Gill is busier now than in past and also stated that he appreciates Mr. Gill's attention and responses; Mr. Gill stated again that he hadn't handled paperwork properly; Tom asked if there were issues with the quality of Mr. Gill's work or paperwork deficiencies; Scott responded no issues with Mr. Gill's quality of work; Mr. Gill stated that he has made some life changes recently including acting as an operator and spending far more time in field and stated that GDS has been more than fair to him; Carol inquired about the Class E & I during inspection and read a memorandum from GDS dated in 2015; Carol also stated that the system in question with Mr. Gill was 90% done when inspector was on-site; Bruce explained that the Department does not allow a lot of changes on-site and usually required evaluator on-site; Tom understands Mr. Gill's problems however he suggests that Mr. Gill do more planning and reminded Mr. Gill that all licensees are held to the same standard; Ken stated that at this time no action is being requested however if another Manager's Warning is sent, for any violation after November 1, 2017, then action will be recommended against his license; Mr. Gill thanked everyone and appreciates their time; Discussion; Mr. Gill left meeting at 10:10.

❖ License Applications:

<b><i>Applicant Name</i></b>	<b><i>License Type</i></b>	<b><i>Approved</i></b>	<b><i>Denied</i></b>	<b><i>Motion By</i></b>	<b><i>2<sup>nd</sup> By</i></b>	<b><i>All In Agreement</i></b>
Victor Daniels	E.1		X*	Carol	Scott	X
George Walker	F	X		Tom	Carol	X
Andrew Pleasanton	F	X**		Scott**	Gerry**	X
Roland Bennett	F	X**		Scott**	Gerry**	X
Galarza Teofilo	F	X		Matt	Carol	X
John Snead	F	X		Bruce	Matt	X

\*Application was deemed incomplete per Chairperson's telephone conversation with the supervisor during the meeting; needs an affidavit from supervisor/employer confirming 2 years of full time experience; to be revisited at next meeting

\*\* Approval via email; Tom abstained from vote (needed quorum)

❖ Continued Education Training (CET's):

- Class Kenneth R. Christenbury, P.E., Class B&C #4137
  - Ethics NSPE - *Approved, 2.0 hrs*
  - On Demand – Professional Ethics - *Approved, 1 hr*
- Delaware Technical & Community College
  - Cyber Security Considerations for Industrial Control Systems Workshop - *Approved, 4.0 hrs; All licenses*
- Bradley Cate (Class B,D #2052)
  - 2017 Illinois Soil Classifiers Assn. Fall Workshop - *Approved, 3.0 hrs*

- Tim Anderson (Class A,C #2456)
  - Emergency Medical Responder 1114 - *Approved, 10.0 hrs (Not 40.0 hrs)*

❖ Enforcement:

➤ None

❖ Next scheduled meeting on December 6, 2017.

❖ Meeting adjourned at 10:40 a.m.

  
Prepared By Dawn Dryden

  
Approved By Ken Walsh

